

Police and Fire Commission Meeting Agenda



June 17, 2025 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: June 9, 2025

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. May 23, 2025 Meeting Minutes
4. **COMMUNICATIONS**
5. **BILLS**
 - A. Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting.
6. **OLD BUSINESS**
7. **NEW BUSINESS**
 - A. Election of Commission Officers
8. **CLOSED SESSION**
 - A. The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85(1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:
 - B. Review recommendation of Fire Chief to remove probationary status from Firefighter/EMS personnel-Fire Department.
9. **RECONVENE TO OPEN SESSION**
 - A. Discussion and possible action regarding the Fire Chief's recommendation to remove probationary status from Firefighter/EMS personnel-Fire Department
10. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.

- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Police and Fire Commission MEETING MINUTES



May 23, 2025 - 1:00 PM
Public Safety Building
16300 W. National Avenue

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:01 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Myers, Commissioner O'Donnell, Commissioner Palechek, Commissioner Piontek

Excused: Commissioner Mary Claire Lanser

Staff Present: Police Chief Jeff Hingiss and Fire Chief Mark Polzin

3. APPROVAL OF MINUTES

A. February 18, 2025, Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion Passed 4-0

B. March 11, 2025, Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion Passed 3-0 (Commissioner O'Donnell abstained)

4. COMMUNICATIONS

None

5. BILLS

- A.** Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting

- A. Fire & Police Selection, Inc., Invoice No. 22361 (PO 25521294) dated May 1, 2025, in the amount of \$600.00 for PACT test credits-Police Department
- B. Organization Development Consultants, Inc, Invoice No. 14252 (PO 25521247) dated March 15, 2025, in the amount of \$775.00 for Entry Level Psychological Assessment-Police Department
- C. Froedtert Health Inc./Workforce Health, Invoice No. 00020419-00 (PO 25521230) dated March 31, 2025, in the amount of \$107.00 for new officer medical tests-Police Department
- D. Froedtert Health, Inc./Workforce Health, Invoice No. 00020418-00 (PO 25523121) dated March 31, 2025, in the amount of \$75.00 for firefighter vaccine administration-Fire Department

MOTION: Motion to Approve the above invoices which have already been processed for payment

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Piontek
Motion Passed 4-0

6. OLD BUSINESS

None

7. NEW BUSINESS

None

8. CLOSED SESSION

MOTION: Motion to Enter Closed Session at 1:05 PM

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner O'Donnell
Motion Passed 4-0

- A.** *The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes. (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:*

- B.** Interview applicants for the position of Police Officer - Police Department

- C.** Review recommendation of Police Chief to remove probationary status from Police personnel - Police Department

- D.** Review recommendation of Fire Chief to remove probationary status from Command Staff personnel - Fire Department

9. RECONVENE TO OPEN SESSION

MOTION: Motion to Return to open session at 2:18 PM

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion Passed 4-0

- A.** Discussion and possible action regarding establishing an eligibility list for the position of Police Officer - Police Department

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Piontek
Motion Passed 4-0

Motion to establish an eligibility list for the position of Police Officer with the following names: Natalie Kolesari, Sean Patyk, and Thomas Showers. The list is valid for a period of one (1) year and all personnel hired are required to serve a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police and Fire Commission.

- B.** Discussion and possible action regarding the Police Chief's recommendation to remove probationary status from Police personnel - Police Department

MOTION: Motion to Approve

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Piontek
Motion Passed 4-0

Motion to ratify the recommendation of Chief Hingiss to remove Officer Sawyer Schultz from probation and grant him permanent status, effective June 9, 2025.

- C.** Discussion and possible action regarding the Fire Chief's recommendation to remove probationary status from Command Staff personnel - Fire Department

MOTION: Motion to Approve

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Palechek
Motion Passed 4-0

Motion to ratify the recommendation of Chief Polzin to remove Deputy Chief Christopher Pierce from probation and grant him permanent status, effective immediately.

10. ADJOURN

MOTION: Motion to Adjourn at 2:22 PM

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Piontek
Motion Passed 4-0

**Respectfully Submitted,
Michael D. O'Donnell
PFC Recording Secretary**